

Montana Department of Transportation
Helena, Montana 59620-1001

Memorandum

Tom S. Martin, P.E.
Consultant Design Engineer

From: Bruce A. Wade *BW*
Design Manager
Right-of-Way Bureau

Date: December 5, 2002

Subject: R/W Bureau Red Line Process

Attached is a copy of a Memo from John Horton, Chief - Right of Way Bureau regarding the revised "red line" process. Please distribute a copy to all consultants for their information.

Thank you.

BAW:sg

Attachments

12/19/02
Bryan / John -
PLEASE DISTRIBUTE
A COPY OF THE ATTACHED
MEMO TO ALL CONSULTANTS.
ELECTRONIC IS FINE.
John

P.S RETURN TO ME

Date Recd Preconst 12-12-02			
Act	Info	MAIL ROUTE	Attach
	✓	30 Preconst Engr	✓
	✓	30 Assistant	✓
		30 Office Mgr	
		31 Safety Mgmt.	
		32 Road Design	
		33 Environment	
		34 Hydraulics	
		35 Survey & Mapping	
	✓	36 Traffic Eng	
	✓	39 Consultant Dsn.	✓

Montana Department of Transportation
Helena, Montana 59620-1001

Memorandum

Distribution

From: John Horton, Chief
Right of Way Bureau

December 5, 2002

Subject: Reduction in Right of Way Plan Width

As discussed in earlier correspondence regarding choke points in right of way, effective January 1, 2003, the decision to revise the original planned right of way limits will be made at the district level.

The "red line" process previously conducted by the Right of Way Bureau will be the responsibility of the district. The "red line" process involves review of a requested reduction in right of way width, after original Right of Way authorization, by district personnel involved in the project design, utility relocation, environmental services, right of way, and any additional personnel deemed appropriate by the District Engineering Services Supervisor. If necessary, personnel from Helena right of way, utilities, or design can be included by conference call. Right of way plans and cross sections showing the proposed construction limits and right of way limits will be provided by the district to the personnel involved in making the final recommendation.

The District Engineering Services Supervisor will transmit written approval of the proposed revision to the Manager, Right of Way Plans/Design Section along with the following:

1. Revised CADD files showing revised construction limits.
2. Hard copy of revised cross sections.
3. Hard copy of an approved exception to the "Uniform Right of Way Width" policy, should one be required, signed by the Chief Engineer.

Upon receipt of the listed items Right of Way Plans/Design Section will proceed with the requested revision to the plans. If the project is a consultant project, Right of Way Plans/Design Section will forward the data to the consultant and request the revision. It is essential that the district not directly request right of way limit revisions from a consultant and we ask your cooperation in not doing so. All requests for revisions must adhere to the Engineering Division "Uniform Right of Way Width" policy and procedure distributed by memorandum dated January 3, 2001 (copy attached). Final plan revisions and deeds will be distributed by right of way as usual.

Distribution: Joel Marshik
Jim Walther
Tom Martin
Loran Frazier, Missoula
Jeff Ebert, Butte

Bill McChesney, Glendive
Bruce Barrett, Billings

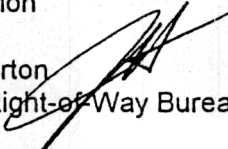
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December 5, 2002

Mick Johnson, Great Falls

Montana Department of Transportation
Helena, Montana 59620-1001

Memorandum

To: Distribution

From: John Horton 
Acting Right-of-Way Bureau Chief

Date: January 3, 2001

Subject: Engineering Division Policy & Procedure
(Uniform Right of Way Widths)

Attached is the Engineering Division Policy & Procedure on Uniform Right of Way Widths approved on January 2, 2001. This policy supersedes all Right of Way width criteria in the Road Design and Right of Way Manuals.

Cc: District Administrators
District Engineering Services Supervisors
Field R/W Supervisors
James A. Walther
Carl S. Peil
Ronald E. Williams
Samuel A. Naseem
Greg D. Hahn
Paul Brown
Betsy A. Tarrant
Bruce A. Wade

MONTANA DEPARTMENT OF TRANSPORTATION ENGINEERING DIVISION POLICY & PROCEDURE		Policy Number:	ENG 2000-01
		Date Effective:	01-01-01
		This Revision:	
		Last Revision:	
Subject:	Uniform Right of Way Widths		

POLICY

Arterial Highways

Standard Right-of-Way Width

The standard right-of-way limits for all arterial projects is 25m (80 ft.) from the centerline of the nearest roadway to the right-of-way line or 3 meters (10 ft.) beyond the construction limits, whichever is greater. The minimum length of parallel right-of-way is 150 meters (500 ft.).

Minimum Allowable Right-of-Way Width

The minimum allowable right-of-way width for an arterial project is three meters (10 ft.) beyond the construction limits. The minimum length of parallel right-of-way is 150 meters (500 ft.).

During the Preliminary Field Review and the Alignment and Grade Review, the decision will be made whether the project will be designed to the minimum allowable right-of-way width. The decision to design and acquire the right-of-way to the minimum allowable width must be documented in the Scope of Work (SOW) report. The minimum allowable right-of-way width should only be used where the clear zone is within the right-of-way.

The Chief Engineer must approve any right-of-way limit less than the minimum allowable width.

The standard and minimum right-of-way requirements are not applicable to projects that are proposed to stay within the existing right-of-way, such as some safety projects.

Collector Highways

Standard Right-of-Way Width

The standard right-of-way limits for a collector project is 20 meters (65 ft.) from centerline of the nearest roadway to the right-of-way line or three meters (10 ft.) beyond the construction limits, whichever is greater. The minimum length of parallel right-of-way is 150 meters (500 ft.).

Minimum Allowable Right-of-Way

The minimum allowable right-of-way width for a collector project is three meters (10 ft.) beyond the construction limits. The minimum length of parallel right-of-way is 150 meters (500 ft.).

During the Preliminary Field Review and the Alignment and Grade Review, the decision will be made whether the project will be designed to the minimum allowable right-of-way width. The decision to design and acquire the right-of-way to the minimum allowable width must be documented in the Scope of Work (SOW) report. The minimum allowable right-of-way width should only be used where the clear zone is within the right-of-way.

The Chief Engineer must approve any right-of-way limit less than the minimum allowable width.

The standard and minimum right-of-way requirements are not applicable to projects that are proposed to stay within the existing right-of-way, such as some safety projects.

Urban Highways

There are no set rules governing right-of-way widths in urban areas. Sound engineering judgement must be applied to obtain a logical balance between right-of-way costs and right-of-way widths. This must be coordinated with the local road authority and documented in the project documents for an urban design within urban limits.

Urban rights-of-way must be wide enough to accommodate the curb to curb dimensions of the highway or street plus a border strip between the curb and the right-of-way on each side, typically to provide space for sidewalks, signs, fire hydrants, street lights, etc. Except where existing improvements do not permit, border strips should be at least three meters (10 ft.) and preferably four meters (13 ft.) or more, particularly on reconstruct type projects in suburban/undeveloped areas. The border strip is defined as the area between the curb and the right-of-way line.

Where possible, sufficient right-of-way should be acquired at intersections to provide adequate sight distance.

Urban projects within Urban Limits

The minimum right-of-way width shall be sufficient to encompass all project design features, including construction limits, utilities, signs, lighting, sidewalks, etc.

Frontage Roads

Standard Right-of-Way Width

The standard right-of-way limit for a frontage road is 20 meters (65 ft.) from centerline of the frontage road to the right-of-way line. The minimum length of parallel right-of-way is 150 meters (500 ft.).

Minimum Allowable Right-of-Way Width

The minimum allowable right-of-way width for a frontage road is three meters (10 ft.) beyond the construction limits, but shall never be less than 9.1 meters (30 ft.) from the frontage road centerline, where there is no common right-of-way with another roadway. The minimum length of parallel right-of-way is 150 meters (500 ft.).

During the Preliminary Field Review and the Alignment and Grade Review the decision will be made whether the project will be designed to the minimum allowable right-of-way width. The decision to design and acquire the right-of-way to the minimum allowable width must be documented in the Scope of Work (SOW) report. The minimum allowable right-of-way width should only be used when the clear zone is within the right-of-way.

The Chief Engineer must approve any right-of-way limit less than the minimum allowable width.

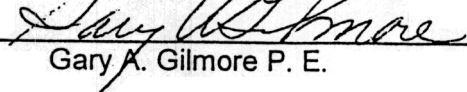
The standard and minimum right-of-way requirements are not applicable to projects that are proposed to stay within the existing right-of-way, such as some safety projects.

Bridge Projects (on System)

The standard right-of-way width based upon the roadway classifications discussed above is normally maintained through the bridge and connected to the existing right-of-way width of the existing roadway at the beginning and end of the bridge project.

Bridge Projects (off System)

The minimum allowable right-of-way width for an off system bridge project is three meters (10 ft.) beyond the construction limits, but never less than 9.1 meters (30 ft.) from the county road centerline. The right-of-way width is maintained through the bridge and connected to the existing right-of-way of the existing roadway at the beginning and end of the bridge project.

Approved,  Chief Engineer, Date 01/02/01
Gary A. Gilmore P. E.